

Five County Association of Governments

1070 West 1600 South, Building B
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**** M E M O R A N D U M ****

TO: ALL STEERING COMMITTEE MEMBERS AND INTERESTED PARTIES

FROM: COMMISSIONER CLARE M. RAMSAY, CHAIR

DATE: MAY 2, 2012

SUBJECT: STEERING COMMITTEE, WEDNESDAY, MAY 9, 2012

THE NEXT MEETING OF THE STEERING COMMITTEE WILL BE HELD ON WEDNESDAY, MAY 9, 2012, AT THE PANGUITCH CITY OFFICE, COUNCIL CHAMBERS, LOCATED AT 25 SOUTH 200 EAST, PANGUITCH, UTAH.

MATERIALS ARE ATTACHED TO ASSIST YOU IN PREPARING FOR THIS MEETING. PLEASE REVIEW ALL MATERIALS AND ADDRESS ANY QUESTIONS OR CONCERNS TO THE AOG STAFF, C/O KENNETH L. SIZEMORE. THIS WOULD ALLOW TIME TO RESEARCH YOUR QUESTIONS OR CONCERNS PRIOR TO THE STEERING COMMITTEE MEETING.

WE LOOK FORWARD TO MEETING WITH YOU IN PANGUITCH ON WEDNESDAY, MAY 9, 2012.

KLS:DL
ATTACHMENTS

Five County Association of Governments

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St. George, Utah 84770

Fax (435) 673-3540



SOUTHWEST UTAH

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**** A G E N D A ****

**STEERING COMMITTEE ELECTRONIC MEETING
MAY 9, 2012
PANGUITCH CITY OFFICE - COUNCIL CHAMBERS
25 SOUTH 200 EAST
PANGUITCH, UT - 1:00 P.M.**

- I. MINUTES APRIL 11, 2012 AND APRIL 13, 2012 - REVIEW AND APPROVE**
- II. AGING PROGRAMS REVIEW**
- III. AREA AGENCY ON AGING PLAN UPDATE**
- IV. DEPARTMENT OF TRANSPORTATION UPDATE**
- V. GOVERNOR'S OFFICE UPDATE**
- VI. DEPARTMENT OF WORKFORCE SERVICES UPDATE**
- VII. SOUTHERN UTAH UNIVERSITY UPDATE**
- VIII. DIXIE STATE COLLEGE UPDATE**
- IX. CONGRESSIONAL STAFF UPDATES**
- X. LOCAL AFFAIRS**
 - A. CORRESPONDENCE**
 - B. OUT-OF-STATE TRAVEL**
 - C. PERMANENT COMMUNITY IMPACT BOARD APPLICATIONS**
 - D. PLANNING ASSISTANCE**
 - E. OTHER BUSINESS**
- XI. AREAWIDE CLEARINGHOUSE REVIEWS**

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify KENNETH SIZEMORE, EXECUTIVE DIRECTOR, FIVE COUNTY ASSOCIATION OF GOVERNMENTS, at 1070 West 1600 South, Building B, St. George, Utah, (435) 673-3548 at least three working days prior to the meeting.

BEAVER

GARFIELD

IRON

KANE

WASHINGTON

MINUTES

ELECTRONIC STEERING COMMITTEE MEETING APRIL 13, 2012 ANCHOR LOCATION - ST. GEORGE, UTAH

MEMBERS PARTICIPATING IN CALL

Commissioner Clare Ramsay, Chair
Mayor Jerry Taylor, Vice-Chair
Ken Platt
Commissioner Chad Johnson
Craig Wright for Mayor Mark Yardley
Carolyn White
Commissioner Dale Brinkerhoff
Mayor Connie Robinson
Alan Adams
Commissioner Douglas Heaton
Mayor Nina Laycook
Mayor Darrin LeFevre

REPRESENTING

Garfield County Commissioner Representative
Garfield County Mayor Representative
Garfield County Schools Representative
Beaver County Commissioner Representative
Beaver County Mayor Representative
Beaver County Schools Representative
Iron County Commissioner Representative
Iron County Mayor Representative
Iron County Schools Representative
Kane County Commissioner Representative
Kane County Mayor Representative
Washington Co. Mayor Representative

OTHERS PARTICIPATING IN CALL

Ken Sizemore
Diane Lamoreaux

Five County Association of Governments
Five County Association of Governments

MEMBERS NOT PARTICIPATING

Wendy Allan
Commissioner Denny Drake
LuAnne Forrest
Dorian Page
Frank Lojko

Kane County Schools Representative
Washington Co. Commissioner Representative
Washington Co. Schools Representative
Southern Utah University
Dixie State College of Utah

I. WELCOME AND CONFIRMATION OF A QUORUM

Commissioner Clare Ramsay, Chair, welcomed those joining the conference call. Mr. Sizemore confirmed that a quorum was participating for conduct of business. Mr. Craig Wright is representing Mayor Mark Yardley, Beaver County Mayor Representative.

II. MINUTES OF MARCH 14, 2012 - REVIEW & APPROVE

Commissioner Ramsay, Chair, presented minutes of the March 14, 2012 meeting for Board consideration.

MOTION WAS MADE BY MAYOR NINA LAYCOOK TO ACCEPT MINUTES OF THE MARCH 14, 2012 MEETING AS PRESENTED. MOTION WAS SECONDED BY MS. CAROLYN WHITE. Roll Call Vote: Commissioner Chad Johnson, Aye; Mr. Craig Wright, Aye; Ms. Carolyn White, Aye; Commissioner Clare Ramsay, Aye; Mayor Jerry Taylor, Aye; Mr. Ken Platt, Aye; Commissioner Dale Brinkerhoff, Aye; Mr. Alan Adams, Aye; Commissioner Douglas Heaton, Aye; Mayor Nina Laycook, Aye. Mayor Darrin LeFevre abstained from voting. **MOTION CARRIED.**

III. EXECUTIVE COMMITTEE ACTION

Mr. Ken Sizemore reviewed Executive Committee actions for consideration of ratification as follows: **1) Fringe Benefit Package**-- Mr. Sizemore noted that the bulk of the fringe benefit is the health insurance premiums. The insurance carrier for Five County is IHC Select Health. An initial notice of a ten percent (10%) premium increase was lowered to seven percent (7%), provided that the AOG did not shop around this year. Proposals for insurance coverage will be taken next year. The average increase for all of the five counties was seven percent (7%). The Executive Committee initiated a flat co-pay amount of \$100.00 per month for each employee. The merit system was also reinitiated for the upcoming fiscal year, beginning July 1, 2012; **2) Cost-of-Living Adjustment FY 2013**-- A 1% cost of living adjustment was authorized for employees effective July 1, 2012; **3) County Participation**-- Each county contributes an annual assessment to Five County for general administrative costs. That contribution will remain at \$15,000 for the upcoming fiscal year; **4) Indirect Cost Allocation Plan for FY 2013**-- The indirect cost allocation rate remains at 11.1% for FY 2013; **5) Budget Revisions**-- Executive Committee members reviewed budget revisions for individual cost centers. This activity generally occurs in February but was delayed due to the retirement of Bob Rasmussen and the benefit of having Scott Leavitt, the new CFO, participate in this process. Major changes in costs centers was additional revenue for various programs; and **6. Meal Per Diem Revisions for FY 2013**-- Per diem rate adjustments were approved for in-state and out-of-state meals. In-state costs will increase from \$30.00 to \$36.00 per day and out-of-state meals will increase from \$38.00 to \$45.00. This reflects reimbursement provided by the state of Utah. Mileage rates will not change from \$.30 per mile.

Chairman Ramsay entertained discussion on items reviewed in conjunction with the fringe benefit package. Commissioner Dale Brinkerhoff suggested that consideration be given to providing a flat rate based on salaries for all employees which would provide additional compensation to those employees on the lower end of the pay scale to prevent the gap from widening. He also noted that Iron County did not provide a cost-of-living adjustment to their employees. Mayor Nina Laycook suggested that consideration be given to PEHP when shopping for insurance next year. The percentage increase for Kanab City this year was only 4.8% and this rate could have been lowered to 2.8% with a lower plan option. Commissioner Brinkerhoff reported that Iron County's rate increase was 2%. However, Five County employee participation in the health insurance premium outweighs the 1% cost-of-living adjustment. Ms. Carolyn White indicated that the Beaver County School District rate increased 19% with Altius Insurance. Other Board members agreed with using a flat rate rather than a 1% across the board for the cost-of-living adjustment and asked that calculations be provided via e-mail for this change.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF TO APPROVE EXECUTIVE COMMITTEE ACTIONS, WITH THE ADJUSTMENT IN CALCULATION OF THE COST-OF-LIVING FOR EMPLOYEES. MOTION WAS SECONDED BY MAYOR NINA LAYCOOK. Roll Call Vote: Commissioner Chad Johnson, Aye; Mr. Craig Wright, Aye; Ms. Carolyn White, Aye; Commissioner Clare Ramsay, Aye; Mayor Jerry Taylor, Aye; Mr. Ken Platt, Aye; Commissioner Dale Brinkerhoff, Aye; Mayor Connie Robinson, Aye; Mr. Alan Adams, Aye; Commissioner Douglas Heaton, Aye; Mayor Nina Laycook, Aye. Mayor Darrin LeFevre, Aye. **MOTION CARRIED BY UNANIMOUS VOTE.**

IV. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

A. FY 2012 PROJECT RATING AND RANKING

Mr. Sizemore reported that sufficient funds are in place for FY 2012 to fund all applications to the CDBG program. The Five County AOG will receive \$950,764 for allocation throughout the region. He reviewed the staff funding recommendation as follows: **1) Five County AOG, \$90,000--** To provide program administration, Consolidated Plan update, rating and ranking, housing program delivery and economic development technical assistance/planning. The amount of funding to the AOG has decreased from the previous level of \$150,000; **2) Iron County on behalf of the Beryl Fire SSD, \$300,000--** Expansion of the fire station. Funding for year one and year two of multi-year project; **3) Big Water Town, \$150,000--** Sewer laterals for LMI eligible households; **4) Hatch Town, \$150,000--** Acquire a new fire truck; **5) Minersville Town, \$193,764--** Library Expansion with funding for year one and a portion of year two (\$43,764) of a multi-year project. The remainder of funds will be committed from the FY 2013 allocation for year two for a total project cost of \$300,000; and **6) Orderville Town, \$67,000--** To install a backup generator for the Red Hollow Wells. Mr. Sizemore mentioned that the allocation to Big Water Town for sewer laterals is contingent on a June bond election approving the construction of the sewer system.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF AND SECONDED BY MAYOR JERRY TAYLOR TO APPROVE STAFF RECOMMENDATION FOR ALLOCATION OF FY 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING. Roll Call Vote: Commissioner Chad Johnson, Aye; Mr. Craig Wright, Aye; Ms. Carolyn White, Aye; Commissioner Clare Ramsay, Aye; Mayor Jerry Taylor, Aye; Mr. Ken Platt, Aye; Commissioner Dale Brinkerhoff, Aye; Mayor Connie Robinson, Aye; Mr. Alan Adams, Aye; Commissioner Douglas Heaton, Aye; Mayor Nina Laycook, Aye. Mayor Darrin LeFevre, Aye. **MOTION CARRIED BY UNANIMOUS VOTE.**

B. CONSOLIDATED PLAN RESOLUTION

Ms. Diane Lamoreaux reported that the Five County Association of Governments is required to prepare a five-year consolidated plan. Each year a one-year action plan is required to outline goals and policies in Community Development, Economic Development and Housing Development. An Excel tool which addresses performance measures is included as well as updated capital improvement lists. This plan is submitted to the state of Utah for inclusion into the State of Utah Consolidated Plan which is due to the Department of Housing and Urban Development in May.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY MR. ALAN ADAMS, TO ADOPT THE FY 2012 ONE-YEAR ACTION PLAN, EXCEL TOOL AND APPENDICES BY FORMAL RESOLUTION. Roll Call Vote: Commissioner Chad Johnson, Aye; Mr. Craig Wright, Aye; Ms. Carolyn White, Aye; Commissioner Clare Ramsay, Aye; Mayor Jerry Taylor, Aye; Mr. Ken Platt, Aye; Commissioner Dale Brinkerhoff, Aye; Mayor Connie Robinson, Aye; Mr. Alan

Adams, Aye; Commissioner Douglas Heaton, Aye; Mayor Nina Laycook, Aye.
Mayor Darrin LeFevre, Aye. **MOTION CARRIED BY UNANIMOUS VOTE.**

V. AREAWIDE CLEARINGHOUSE REVIEWS

Mr. Ken Sizemore outlined three reviews from State Trust Lands for Board consideration as follows: 1) Fire Seeding located on SITLA land in Iron County; 2) Pinyon/Juniper re-vegetation project in Beaver County; and 3) John's Valley vegetation improvement project in Garfield County. All reviews have supportive staff recommendations.

MOTION WAS MADE BY MR. KEN PLATT TO APPROVE THE A-95 REVIEWS AS PER STAFF RECOMMENDATIONS. MOTION WAS SECONDED BY COMMISSIONER CHAD JOHNSON. Roll Call Vote: Commissioner Chad Johnson, Aye; Mr. Craig Wright, Aye; Ms. Carolyn White, Aye; Commissioner Clare Ramsay, Aye; Mayor Jerry Taylor, Aye; Mr. Ken Platt, Aye; Commissioner Dale Brinkerhoff, Aye; Mayor Connie Robinson, Aye; Mr. Alan Adams, Aye; Commissioner Douglas Heaton, Aye; Mayor Nina Laycook, Aye. Mayor Darrin LeFevre, Aye. **MOTION CARRIED BY UNANIMOUS VOTE.**

The next meeting is scheduled for Wednesday, May 9, 2012 in Panguitch. The meeting is scheduled to be held at the Panguitch City Library, but the location may change if the newly remodeled courthouse is completed.

Being no further business, the conference call concluded at 10:25 a.m.

MINUTES

STEERING COMMITTEE MEETING

April 11, 2012

Parowan, Utah

MEMBERS IN ATTENDANCE

Commissioner Clare Ramsay, Chair
Mayor Jerry Taylor, Vice-Chair
Ken Platt
Commissioner Chad Johnson
Alan Adams
Commissioner Denny Drake

REPRESENTING

Garfield County Commissioner Representative
Garfield County Mayor Representative
Garfield County Schools Representative
Beaver County Commissioner Representative
Iron County Schools Representative
Washington Co. Commissioner Representative

OTHERS IN ATTENDANCE

Marreen Casper
Teresa Banks
Wayne Monroe
Ken Sizemore
Diane Lamoreaux
Doug Carlson

Senator Hatch's Office
Department of Workforce Services
Utah State Parks
Five County Association of Governments
Five County Association of Governments
Five County Association of Governments

MEMBERS NOT IN ATTENDANCE

Mayor Mark Yardley
Carolyn White, Excused
Commissioner Dale Brinkerhoff
Mayor Connie Robinson
Commissioner Douglas Heaton, Excused
Mayor Nina Laycook
Wendy Allan
LuAnne Forrest
Mayor Darrin LeFevre
Dorian Page
Frank Lojko

Beaver County Mayor Representative
Beaver County Schools Representative
Iron County Commissioner Representative
Iron County Mayor Representative
Kane County Commissioner Representative
Kane County Mayor Representative
Kane County Schools Representative
Washington Co. Schools Representative
Washington Co. Mayor Representative
Southern Utah University
Dixie State College of Utah

Commissioner Clare Ramsay, Chair, welcomed everyone in attendance. Those asking to be excused include Commissioner Douglas Heaton, Kane County Commissioner Representative and Mayor Nina Laycook, Kane County Mayor Representative.

Chairman Ramsay indicated that a quorum was not present for conduct of business and asked that non-action items be covered for information purposes.

I. MINUTES OF MARCH 14, 2012 - REVIEW & APPROVE

Approval of minutes to be deferred to the next Steering Committee meeting.

Mr. Sizemore asked to proceed Agenda Item # III. Legislative Report to allow Representative Lowry Snow the opportunity to cover items of interest from the recent session. He provided a brief introduction for the newest representative of District 74.

III. LEGISLATIVE REPORT - REPRESENTATIVE LOWRY SNOW

Representative Lowry Snow expressed his appreciation to the Board for allowing him the privilege of making a report to the committee and noted that he would like to periodically attend the Steering Committee to become more aware of local issues in rural Utah. He indicated that his appointment came after the resignation of Representative David Clark who resigned to pursue a congressional campaign. The recent session of the Utah State Legislature was very fast moving and a lot of bills were introduced. The rural southern Utah delegation works very well together to address issues of importance to the area. He expressed interest in receiving input from the public regarding any legislation that needs to be considered and/or legislation that is in the process. One major accomplishment was approval of a balanced budget for the state of Utah. There was an increase of \$4 million in revenues, of which a large amount was allocated to fund education. There were no new tax cuts or hikes in taxes approved during the session. The pace for this 45-day session was very rigorous for debate and legislation approval. Close to 1,000 bills are considered each year in the Utah State House and Senate. The start of the session was somewhat slow in comparison to the last days. The lobby effort in Utah is quite impressive. There is a big push for lobbyists to confer with legislators and a considerable amount of interaction with lobbyists and the news media.

This legislative session theme could be titled "State Rights and Sovereignty". A handout was provided which depicts the amount of public lands in the state of Utah. Legislators feel that in order for Utah to prosper in the future, there is a need to have access to public lands. This is a promise contained in the Enabling Act. HB 148 is an attempt to bring this issue forward to the federal government. He provided several copies of a white paper prepared by the Attorney General's office that gives a historical background of public lands management in Utah. This is a fruitful area for discussion that needs to be brought to a head for dialogue to occur.

Utah also joined five other states in the Healthcare Compact to request that the state opt out of "Obama Care". Instead of Medicare and Medicaid being administered by the federal government, federal funds to the state of Utah for these programs would be managed by Utah.

Mr. Ken Sizemore commented that one great concern with rural representation is that legislators need to look at the impacts to rural areas in Utah when considering legislation. Another concern is with the recent legislation that merges the Division of Housing and Community Development into the Department of Workforce Services. A special committee has been established to work through this transition. However, nowhere in state government is there reference to Community Development. This legislation could have a lot of unintended consequences that may need to be addressed in the future. The community development mission could definitely become lost in workforce services. Representative Snow acknowledged some of the concerns that have been expressed and requested that he be contacted and briefed as issues surface.

II. EXECUTIVE COMMITTEE ACTION

Mr. Ken Sizemore reviewed Executive Committee actions for information purposes as follows: **1) Fringe Benefit Package--** Authorization was provided to move forward in the budgeting process with IHC Select Health insurance which includes a seven percent (7%) increase in premiums. Each employee will be required to contribute a \$100.00 monthly co-pay towards the cost of the premium. The Executive Committee authorized the merit system to resume beginning July 1, 2012; **2) Cost-of-Living Adjustment FY 2013--** Authorization was provided for a 1% cost-of-living adjustment to all employees to help offset the insurance premium co-pay; **3) County Participation--** Each of the five counties provide \$15,000 towards administrative and match requirements for the AOG. This amount will be remain at \$15,000 for FY 2013; **4) Indirect Cost Allocation Plan for FY 2013--** The plan was approved and the rate remains at 11.1%; **5) Meal Per Diem Rates--** Approval was given to increase in-state meal per diem rates from \$30.00 to \$36.00 and out-of-state meal rates from \$38.00 to \$45.00. Mileage rates will remain at \$.30 per mile. This will be effective July 1, 2012; and **5) Budget Revisions--** Budget revisions for FY 2012 were reviewed by the Executive Committee and approved. The majority of revisions include increases in revenue for the various cost centers. An electronic participation meeting will be required to ratify these actions.

IV. COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

A. FY 2012 PROJECT RATING AND RANKING

Ms. Diane Lamoreaux provided copies of the staff recommendations for allocation of FY 2012 Community Development Block Grant (CDBG) funding for the Five County AOG. Because of the amount of funds available for reallocation (\$325,320), all applications submitted will be funded. Iron County on behalf of the Beryl Fire SSD and Big Water tied for #1. The remaining projects scored as follows: Hatch Town #2, Minersville Town #3, and Orderville Town #4. Staff is recommending that the Iron County/Beryl Fire SSD project also receive the second year of funding in the amount of \$150,000. In addition, funds are available to provide \$43,764 towards the second year of the Minersville Town project. The Minersville project will receive the remainder of funds from the FY 2013 allocation for total funding of \$300,000. Because a quorum was not present, no action was taken. An electronic participation meeting will be required in order to comply with state program requirements for submission of Rating and Ranking of projects.

B. CONSOLIDATED PLAN RESOLUTION

Ms. Diane Lamoreaux referenced a resolution contained on page 14 of the packet to adopt the 2012 Consolidated Plan One-Year Action Plan, Excel tool and appendices. The 30-day comment period ends on April 14th and any comments provided prior to that date will be incorporated into the Plan. The Plan has been submitted to the state of Utah for incorporation into the state of Utah's Consolidated Plan and submission to the U.S. Department of Housing and Urban Development (HUD). Update was provided for informational purposes with no action taken.

V. WEATHERIZATION ASSISTANCE PROGRAM REVIEW

Mr. Doug Carlson referenced pages 15-16 of the packet which provides information on the Weatherization Assistance Program (WAP). The main goal of the program is to make homes more energy efficient. The program provides assistance to low-income individuals and families throughout the Five County region. Mr. Carlson explained that workers perform an energy audit for each home utilizing a program provided through the U.S. Department of Energy. The program determines the extent of measures that can be performed and may also conclude that it would not be cost-effective to work on the home. Funding for the program comes from four sources as follows: 1) U.S. Department of Energy; 2) Low Income Home Energy Assistance Program (LIHEAP); 3) Questar; and 4) Rocky Mountain Power. Each client's eligibility must be determined at 200% of the poverty level to qualify for this program. Renters that are income eligible may also participate in the program through utilization of a landlord agreement. However, the landlord is required to pay 50% of major measures provided.

Commissioner Chad Johnson indicated that the Beaver County Building Official has expressed concern with some of the homes that have been weatherized where it would be questionable if the structure would be considered a livable dwelling. Mr. Carlson explained that this is not a determination that would be made by the Weatherization Program staff. If a home has been condemned by the building official, measures would not be performed under the Weatherization program. Staff has the ability to defer work until major repairs such as roof replacement are completed by the owner. It would not be beneficial to provide insulation in a structure that has a leaky roof. The program is very careful to not spend large amounts on a home that would not provide benefit in the long run. Instructions have been provided by state weatherization staff that it is not appropriate to make a determination as to whether a structure is livable or not. This is something that would be determined by the zoning official or through code enforcement.

Mr. Carlson reported that sufficient funding is in place through the end of 2013 to cover costs required to retain the current number of weatherization staff. Reductions in staffing could become a consideration as funding decreases or in the event that application intake falls below required levels. Referrals to the program generally come through the Home Energy Assistance Target (HEAT) program. Measures such as newspaper advertisement, radio spots, etc. may also be used to provide program information to the public. The American Recovery and Reinvestment Act (ARRA) funds are coming to an end. It is proposed to let attrition trim down the crew size over time.

The reverse side of the handout reports that 134 households were assisted for the period July 1, 2011 through April 1, 2012. Numbers are broken down by county with the larger number of completed units in Iron and Washington counties. Mr. Sizemore reported that a recent monitoring visit by state staff indicated that they were very pleased with the organization and efficiency of the work being provided by the weatherization crews. He noted that this is one of the premier programs in the state in terms of weatherization work performed.

Board members asked what percentage of the allocation is used for staffing costs. Mr. Carlson indicated that about 70% of the funds received are for program support or materials and 30% is utilized to cover labor and administrative costs.

VI. GOVERNOR'S OFFICE UPDATE

John Bennett, Governor's Office of Planning and Budget, was not in attendance.

VII. UTAH DEPARTMENT OF TRANSPORTATION UPDATE

Nathan Lee, UDOT representative, was not in attendance.

VIII. UTAH DEPARTMENT OF WORKFORCE SERVICES UPDATE

Ms. Teresa Banks, DWS, provided copies of each county economic profile and reviewed unemployment rates for each county. She briefed members regarding a work readiness evaluation targeted towards those who are unemployed. The purpose of this evaluation is to make sure that clients are looking for work and to provide assistance in writing resumes, interviewing techniques, etc. It was also reported that training programs are available through the DWS office.

IX. SOUTHERN UTAH UNIVERSITY UPDATE

Dorian Page, SUU representative, was not in attendance.

X. DIXIE STATE COLLEGE UPDATE

Frank Lojko, Dixie State College representative, was not in attendance.

XI. CONGRESSIONAL STAFF UPDATES

Ms. Marreen Casper, Senator Hatch's Office, indicated that Mike Empey asked to be excused today due to a conflicting appointment in Kane County. She reported that Heather Urban, Congressional Liaison to the Department of Interior and Secretary Salazar, and Gary Fraizer, Department of the Interior, visited Iron County on April 27th to tour various sites to assess the Prairie Dog situation. The tour included the Paragonah Cemetery, Parowan Airport and areas in Enoch City. Officials stressed that it is difficult to even say that the species is threatened or endangered given the numbers of animals that are on private land. Mr. Frazier indicated that the agency has tools under the 4D rule that can be enacted that will allow for the lethal taking of dogs at the Paragonah Cemetery and Parowan Airport because of cultural and safety issues. He committed to have the rule addressed by summer to address these two areas. Once property is fenced and the dogs have been trapped and removed, if new dogs come onto the property the rule would provide the ability to utilize lethal options. This is a small victory but it has not actually happened. Commissioner Brinkerhoff asked Mr. Frazier what would need to happen for Iron County to take over monitoring of the Prairie Dogs in conjunction with the Utah Division of Wildlife Resources. The response was a requirement to purchase land to establish a habitat. The Utah congressional delegation is very concerned that introducing legislation to deal with this issue would open the door for various amendments and in the current political climate it would be difficult to pass legislation. Under the current Habitat Conservation Plan, it will be difficult if not impossible to reach required numbers of Prairie Dogs in Iron, Garfield and Wayne counties.

Senator Hatch has been in the state of Utah for the past two days and will be participating in a debate on Monday, April 16th at Dixie State College. The Senate is back from recess and will resume work on appropriations bills. However, it has been 4-5 years since an appropriations bill was passed and it appears that continuing resolutions are likely. Continuing resolutions have been trimming on-going funding to existing programs and it is not likely that new programs would be funded.

XII. LOCAL AFFAIRS

A. CORRESPONDENCE

Mr. Sizemore referenced correspondence contained on pages 17-18 of the packet from the Color Country Fire Managers announcing the 2012 schedule of prescribed burns in the Five County area. This is included for information purposes.

B. OUT-OF-STATE TRAVEL

None.

C. PERMANENT COMMUNITY IMPACT FUND BOARD (PCIFB) APPLICATIONS

None.

D. PLANNING ASSISTANCE

None.

E. OTHER BUSINESS

Mr. Sizemore reported that an open house was held last month to honor Bob Rasmussen on his retirement. The event was well attended and enjoyed by those in attendance. Scott Leavitt has now shifted over to serve as the Chief Financial Officer.

XIII. AREAWIDE CLEARINGHOUSE REVIEWS

Mr. Sizemore reviewed three A-95 reviews contained in the packet as follows: **1) Trust Lands Administration--** Vandenberg Fire Seeding located in Iron County; **2) Trust Lands Administration--** Blawn Wash Pinyon/Juniper Removal project in Beaver County; and **3) Trust Lands Administration--** John's Valley Shrub-Steppe Improvement Project. All reviews have supportive staff recommendations. Action cannot be taken without a quorum.

Mr. Sizemore explained that it will be necessary to schedule an electronic participation meeting to take action on various items. Board members concurred that the meeting be scheduled for Friday, April 13, 2012 at 10:00 a.m. The announcement of this electronic meeting will be posted on the Utah Public Meeting website and information will be provided via e-mail to Steering Committee members. A follow-up telephone call will also be made to all members to assure that a quorum will be able to participate.

Steering Committee Minutes
April 11, 2012

The next regularly scheduled meeting will be held on Wednesday, May 9, 2012 in Panguitch. The courthouse remodel may be completed by that time and if so, the meeting will be moved from the library to the courthouse. Advance notice will be provided.

The meeting ended at 2:25 p.m.

AGENDA ITEM # III.

**AREA AGENCY ON AGING
FOUR-YEAR PLAN:
Fiscal Years 2011-2015**

**SECOND YEAR OF THE PLAN:
Fiscal Year 2013
July 1, 2012 - June 30, 2013**

Area Agency on Aging

**for
The Older Americans Act**

**Utah Department of Human Services
Division of Aging and Adult Services**

AGENDA ITEM # III. (Continued)

IV. ACCOMPLISHMENTS FOR THE PAST YEAR

This section should be the “state of the agency” report. Discuss the agency’s major accomplishments, what is working as planned, what effort did not work as planned, any disappointments experienced by the agency, barriers encountered, etc.

1. The 13 Senior Centers in the Five County Region continue to provide exemplary services and try to meet the needs of their seniors even with increased demand for services and stagnant funding. The following are some specific accomplishments:

- a. In an effort to improve overall efficiencies and reduce overhead costs; Kane County recently restructured their Kanab Center contracting out their meals rather than preparing them on-site.
- b. The Kanab seniors continue to play Wii bowling and have started doing other Wii games; including Wii Fit. The women placed 1st and the men 3rd in a National Wii bowling competition this past year. Refer to attachment D.
- c. Zumba has taken off at the St. George Senior Center and they are now offering classes two days a week. In addition, they have started offering pickle ball and other activities to help bring in the younger seniors. They are doing a great job at offering services to all seniors from the “go-go’s” to the “slow-go’s” to the “no-go’s”.
- d. The St. George Senior Center continues to offer “Breakfast for Your Brain” a brain fitness program; as well as, a day program, in conjunction with the Alzheimer’s Association, which provides activities for individuals in the early – mid stages of the disease and provides a break for the caregivers. This past year the program expanded to 4 days a week.
- e. Every year there is at least one senior center sponsored Wellness/Health Fair in each county; with some counties having them at multiple centers. Both the Beaver County Council on Aging and the St. George Senior Center held their Wellness/Health Fair’s in March, 2012. The St. George Senior Center had over 440 seniors participate in the Wellness fair and raised \$4,300 in funding for their Center.
- f. We were honored this year to help sponsor the book launch at the St. George Senior Center for the “Navigating your Rights”, the Utah Legal Resource Guide written by Jilene Gunther. Former Governor Olene Walker and Jilene Gunther spoke at the event.
- g. All of our Senior Centers have their drivers participate in training and attend the URSTA (Urban Rural Specialized Transportation Association) training. During these trainings they will hold a “roadeo” where drivers compete in three categories to show their driving proficiency and skills. A driver from Kane County was recognized as one of the state’s best drivers. Please refer to attachment D for the Article

2. Five County AAA continues to work closely with our County Council on Aging coordinators. This past year we made additional changes to improve tracking of individual county reimbursement requests and budgets; implementing a new reimbursement request form. We have also made improvements with data entry into the SAM’s database to meet the NAPIS reporting requirements. This coming year, we will also see additional changes as all of the fiscal responsibilities for the AAA programs at Five County will be transitioned to the AAA Director.

3. Five Counties continues to provide community outreach including offering trainings, conferences, classes, and participating in other community events. This past year we have also worked with the NASW to offer CEU’s at several of our trainings.

- a. In coordination with the Iron County Council on Aging and the Volunteer Center we will be sponsoring our 10th Annual Seniors Conference in May, 2012. This year’s conference will focus on safety at home. We will have presentation on fall prevention, fire safety for Seniors, Living well with chronic conditions and legal issues.
- b. We held a provider training this past year in August, 2011 where Home Health, personal agencies, assisted living facilities, nursing homes and other senior service provider received information and training. In addition, we have been focusing our efforts on improving Quality assurance reviews of our In-home services providers and starting in February of this year we have made several site visits to providers.

4. The Five County AAA Director or other representative of Five County continue to be actively involved in several local and state committees/coalitions focused on addressing senior issues; including, Utah Association of Area Agencies on Aging (current secretary), Utah Aging and Disability Resource Center Steering Committee, Utah Coalition for Caregiver

AGENDA ITEM # III. (Continued)

Support, Eldercare network in St. George and Cedar, staff support to Five County Aging Advisory Council and Caregiver Advisory Council. In addition this past year the AAA Director for Five County was appointed by the Governor to serve on the Task Force for the Alzheimer's State plan and played a vital role as co-leader for a sub-group which developed and proposed specific goals and objectives for approval and inclusion in the plan. As a result of participation with this workgroup the AAA Director was invited by Dr. Norman Foster from the University of Utah to participate on a panel at the Generations Conference in March, 2012 to discuss rural issues facing families dealing with AD/DRD.

- a. The AAA Director will also be participating in a workgroup for U4A in helping to implement the Veteran's Home and Community Based Program in Utah and will also be participating in a new Vulnerable Adult Task Force recently formed in Washington County. .

5. The Five County AAA has successfully offered the Living Well with Chronic Conditions Program in Southern Utah for the past two years. We continue to collaborate with Dixie Regional Medical Center through their Gateway to Wellness and the local health department. In addition, we continue to look at implementation of other evidence based health promotion activities and program. (Refer to attachment E for picture of class participants from one of our recent classes)

- a. Over the past two years we have trained 3 individuals as Master Trainers and 18 instructors have been certified to teach the Living Well with Chronic Conditions in Southern Utah. We have conducted 17 classes with 155 individuals completing the program. We currently have 2 classes in process with 23 participants with another 5 classes scheduled before the end of the June. By June 30th we will have offered at least on class in each of the counties.
- b. The Arthritis Foundation will be offering a training workshop for their Exercise Program in April, 2012 to train individuals in Southern Utah. We currently have one certified volunteer offering classes in Washington County and are hoping to expand this class to other Senior Centers. We currently have one individual from Kane County interested in becoming certified and are hoping to train at least one instructor from each County. Refer to attachment E for copy of flyer.

6. Five County continues to expand the Home and Community Based Programs to help better serve our community. This past year we hired a new full-time case manager. We have a seasoned staff of trained social workers and nurses who do an excellent job in providing services to the disabled adults and frail elderly clients served by these programs. Our case management coordinator and 2 of our case managers have been with our programs for over 15 years; and all but 2 have been here more than 8 years. This commitment to the work they are doing everyday is apparent in the exemplary job and positive feedback from DAAS program staff and our community.

7. We continue to provide additional supports and services to help family and in-formal caregivers continue to provide care for their family and loved ones.

- a. We offer 3 educational classes to caregiver on a monthly basis in Cedar City, St. George and Hurricane. We also send out a monthly Caregiver Newsletter to around 300 Family Caregivers. We have presented at a variety of community events; including the Senior Lecture Series at the Hospital, Social Work Luncheons, Conferences and other events.
- b. We have continued success with the Making the Link project which connects family caregivers with resources through their physicians. We are receiving an increasing number of requests from physician's to provide them with additional packets for the caregivers that come in to their office. This past year we distributed over 200 packets.
- c. We sponsored a Town Hall meeting with Caregivers in conjunction with the State Caregiver Coalition and the Lifespan respite grant. The Town Hall provided an opportunity for caregivers to tell their caregiving story and provide insight to elected official, providers and the community. We had representation of caregivers from across the lifespan; including caregivers of young children, individuals with disabilities, individuals' with Alzheimer's, working caregivers and ethnic caregivers. In addition, several caregivers provided written stories which were presented to the State Coalition. (Refer to attachments F for Caregiver Stories)
- d. Five County has provided 2 trainings to law enforcement in conjunction with APS and the Alzheimer's Association. We have also worked with the Alzheimer's Association in providing training and resources as part of a Faith-based initiative. We have been invited by several other faith-based organizations to speak with them in regards to programs and services to help their elders; including a recent meeting with one local faith-based charity regarding options for providing adult day services and other long term care supports.
- e. Through a collaborative effort with the Alzheimer's Association, the St. George Senior Center and volunteers from

AGENDA ITEM # III. (Continued)

the Senior Companion program a Day Program for individuals with ADRD has been expanded to 4 days a week. This provides a great opportunity for individuals with ADRD to be involved in stimulating activities and provides a break for the caregiver.

- a. An area of concern is the recent closure of the local Alzheimer's Association office which has been invaluable in providing resource and support in our community. Many individuals, family and caregivers impacted by this disease have greatly benefited from having a local office and the one-on-one support from very caring and educated staff. The Alzheimer's Association has made a commitment to continue to provide and offer services in our community; however, there will be a huge gap in the level of support and services available.
- b. In addition, we have had preliminary meetings with the Alzheimer's Association regarding the closure of the St. George office and how these gaps in services will be met. They are in the process of establishing a local coalition to help in this effort and Five County has committed to participate. Five County will provide what support and fill in gaps where possible and will work with the local coalition to determine what role we may be able to play in supporting additional services to individuals with ADRD and their families.

8. Other Major Accomplishments in Five County Programming Include:

- a. 13 senior centers and one meal site continue to operate covering over 17,433 square miles. The specific services, number of individuals served and service units are reflected under the program objectives.
- b. We continue to work with Utah Legal Services who provided 74 hours of legal services/advice. We have also worked closely with Jilene Gunther, Legal Services Specialist with DAAS. She has presented to seniors on legal issues at our Senior Conference and local senior centers.
- c. Our Volunteer Center continues to play a vital role in helping provide services, information and resources to seniors as well as working with senior volunteers and in providing volunteers to help at the senior centers and with our homebound seniors. There are around 1,000 volunteers providing support under the RSVP, Senior Companion and Foster Grandparent programs. In addition, they manage the Health Information Insurance and Senior Medicare Patrol programs for our region.
 - In addition, we are working in collaboration with the volunteer center to apply for some additional funding through N4A to provide additional funding and support for senior volunteer service programs.
- d. The Alternatives program served 64 clients with 1,089 units of case management, 18 units of chore, 5,920 units of homemaking, 1,872 of personal aide units, 1,359 companions units and a variety of other services; including medical equipment and supplies, assistive devices and technology, transportation, respite care, PERS.
- e. The Medicaid Aging Waiver Program served 58 clients with 5,196 units of case management, 6,568 units of homemaking, 11,268 units of companion services and other services including those similar to what is provided for the Alternatives program as listed above.
- f. 69 caregivers have been served under the Caregiver Support Programs through the five categories of service as outlined under the program objectives.
- g. We have also provided case management services for the New Choices Medicaid Waiver program to 110 clients.

AGENDA ITEM # X-B.

FIVE COUNTY ASSOCIATION OF GOVERNMENTS

OUT OF STATE TRAVEL AUTHORIZATION REQUEST

DATE: May 1, 2012

PURSUANT TO THE FIVE COUNTY ASSOCIATION OF GOVERNMENTS PERSONNEL POLICIES AND PROCEDURES, I AM REQUESTING AUTHORIZATION TO TRAVEL OUT OF STATE FOR THE FOLLOWING PURPOSES:

PURPOSE OF TRAVEL: To attend the Senior Corps Annual Training Conference pursuant to grant requirements. The conference is scheduled for June 17-21, 2012 in Chicago, IL.

SUPPORTING DOCUMENTATION ATTACHED

ESTIMATED TRAVEL COSTS: For two people

AIRFARE/SURFACE TRANSPORTATION: \$ 762.00 \$381 Each

LODGING (3 Nights @ \$ 189.00) : \$ 1,134.00 \$567 Each

PER DIEM (4 Days @ \$ 38.00) : \$ 304.00 \$152 Each

REGISTRATION FEES (_____ Days) : \$ 1,100.00 \$550 Each

OTHER COSTS: _____

TOTAL ESTIMATED TRAVEL COSTS: \$ 3,300.00

SOURCE OF TRAVEL FUNDS: Senior Corps Grants

BUDGET LINE ITEM: 530- 09, 20, 27

REVIEWED PER BUDGET: [Signature], CFO **DATE:** 5/1/12

REVIEWED BY EXECUTIVE DIRECTOR: [Signature] **DATE:** 1 May 12